

DIVISION OF MINED LAND RECLAMATION		PROCEDURE NO.	3.1.05
PROCEDURES MANUAL		ISSUE DATE	April 17, 2006
SUBJECT	Photographic Documentation	Section	Reclamation Services
		Last Revised	3-12-97

OBJECTIVE AND INTENT :

To obtain digital documentation of field conditions regarding Titles IV and V activities and to provide evidence of violations.

PROCEDURES :

Field Inspectors have been provided with digital cameras to document

- all enforcement actions and complaint investigations.
- damage to property or to the environment resulting from violation(s) or AML situations.
- on-site conditions prior to bond reductions and releases.
- the history of mining.
- mining and reclamation activities to be used for public information and training.
- status of AML construction projects.

Digital photographs should be labeled and stored by use of the Photo Manager System or on the inspector's laptop computer file.

All digital photographs when printed (e.g., inspection, complaint, or enforcement action documents), shall be inserted into the "blank photo template" and shall be signed by the person who took the photograph, indicating the date the photograph was taken and, if applicable, the permit name and number. The photo will be numbered using the camera assigned photo number.

Photographs taken to document enforcement actions shall be attached to the appropriate inspection report.